

MEMO

DATE: February 7, 2008
TO: Administration Committee
FROM: Wayne Moore, Chief Financial Officer, (213) 236-1804, moore@scag.ca.gov
SUBJECT: CFO Monthly Report

Accounting:

In December, SCAG issued its FY07 Comprehensive Annual Financial Report, which was audited by Vasquez & Co., LLP. The report was submitted to the Government Finance Officers Association for consideration for the *Excellence in Financial Reporting Award* and presented to the Administration Committee and RC (in January).

The audit reports were favorable. Vasquez reported that the financial statements presented fairly, in all material respects, SCAG's finances. They also reported that their tests revealed no instances of noncompliance with applicable laws, regulations, contracts and grant agreements. Finally, Vasquez reported that they found no material deficiencies over internal control over financial reporting.

The financial statements showed that during FY07, SCAG's net assets rose from \$2.7 million to \$3.2 million, mostly due to excess TDA revenues over expenditures.

All outstanding SAP support packages were loaded into SCAG's financial software system and testing will commence soon. The support packages will bring SCAG's SAP system to full functionality, as intended by its developers. This is an important part of the drive to rationalize SCAG's support functions.

The Audit and Personnel Committees recommended that the amortization period for SCAG's retiree medical benefit liability be reduced to 5 years (from 20). An actuarial report has been prepared using that parameter and submitted to CalPERS. Once our application for membership in the California Employers Retiree Benefit Trust Fund is approved by CalPERS, we will begin making contributions to the Trust Fund.

MEMO

Business Operations:

BOS Staff coordinated the offsite and onsite reproduction and mail out of:

- RTP
- RCP
- RTP PEIR

The furniture for the Quiet Room, Riverside Office Lobby, and 11th Floor Conference Rooms have been ordered. The Quiet room was also retiled and repainted.

Staff is continuing to organize and purge files and discard unneeded items being stored on P2.

Budget and Grants:

The Budget and Grants Division reviewed and refined the FY 08-09 SCAG and subregional budget requests in preparation for the draft OWP budget required to be submitted to Caltrans by March 1, 2008. Specific budget preparation activities included: assisting staff and subregions in project budget development and use of the new Comprehensive Budget Development System (CBDS) designed by B and G; working with ISD staff to refine CBDS reporting; developing revenue estimates; preparing budget request summary information for the Directors and the RC. Other B & G activities included: coordination of 2nd Quarter OWP and discretionary grant progress reports; completion of various discretionary grant MOUs and amendments; update of SAP with 07-08 OWP Amendment 2 information.

Contracts:

During the month of December, the contracts department issued 9 contract amendments, and issued 1 Requests for Proposal (RFP). Staff also continues to perform extensive administration of 62 consultant contracts, and prepare for the execution of 15 additional projects authorized in the December mid-year adjustment to the Over All Work Program (OWP).

Lastly, staff developed a draft Charter for the Contract Sub-committee and agenda for the first meeting of the committee which is re-forecasted for February 2008.

Submitted by:



Chief Financial Officer



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS

EXPENDITURE REPORT

SIX MONTHS ENDED DECEMBER 31, 2007

50% OF FISCAL YEAR ELAPSED

	Adopted Budget	Amendment #1	Budget after Amendment #1	Amendment #2	Amended Budget	Expenditures	Encumbrances	Budget Balance	% Budget Spent
1 Staff & Fringe Benefits	48,083		48,083		48,083		41,021	7,062	85%
2 9914 Indirect Costs	51,771		51,771		51,771		46,488	5,283	90%
3 54300 SCAG Consultants	320,000		320,000		320,000	228,053		91,947	71%
4 54340 Legal costs	200,000		200,000		200,000	76,266	90,000	33,734	83%
5 55600 SCAG Memberships	33,000		33,000		33,000		24,711	8,289	75%
6 55820 Training	50,000		50,000		50,000	50,000		-	100%
7 55910 RC/Committee Meetings	22,000		22,000		22,000		16,985	5,015	77%
8 55912 RC Retreat	25,000		25,000		25,000		25,000	-	100%
9 55914 RC General Assembly	25,000		25,000		25,000	22,000	3,000	-	100%
10 55920 Other Meeting Expense	60,000		60,000		60,000	7,411		52,589	12%
11 55930 Miscellaneous other	49,800		49,800		49,800	2,113	38,653	9,034	82%
12 55940 Stipend - RC Meetings	130,000		130,000		130,000		48,530	81,470	37%
13 55972 Rapid Pay Fees	1,000		1,000		1,000		400	600	40%
14 55980 Cash Contribution to Projects	330,000		330,000		330,000		317,220	12,780	96%
15 56100 Printing	7,500		7,500		7,500		7,500	-	100%
16 58100 Travel	56,000		56,000		56,000		37,624	18,376	67%
17 58150 Travel - Lodging over max	5,000		5,000		5,000		3,021	1,979	60%
18 58200 Travel - Registration fees	5,000		5,000		5,000		4,900	100	98%
19 58600 NARC Board Expense	3,500		3,500		3,500		3,500	-	100%
20 58700 RC Approved Costs	18,000		18,000		18,000		10,567	7,433	59%
21 58800 RC Sponsorships	116,500		116,500		116,500	3,000	53,150	60,350	48%
22 Total General Fund	1,557,154	-	1,557,154	-	1,557,154	388,843	772,270	396,041	75%
23									
24 Staff & Fringe Benefits	10,323,466	(22,225)	10,301,241	345,668	10,646,909	181,455	5,825,835	4,639,619	56%
25 9914 Indirect Costs	10,792,214	37,909	10,830,123	832,815	11,662,938		6,726,279	4,936,659	58%
26 54300 SCAG Consultants	12,826,884	(3,000)	12,823,884	(922,274)	11,901,610	7,337,541	1,763,966	2,800,103	76%
27 54330 Subregional Consultants	2,756,488	235,000	2,991,488	864,784	3,856,272	2,280,773	317,348	1,258,151	67%
28 54400 Subregional Contracts	514,710	15,000	529,710	123,306	653,016	462,820		190,196	71%
29 55280 Third Party Contribution	3,769,842	(25,264)	3,744,578	377,871	4,122,449		3,899,844	222,605	95%
30 55930 Miscellaneous - other	701,000		701,000		701,000	20,000	681,000	-	100%
31 56100 Printing	108,000	55,000	163,000		163,000	19,762	91,666	51,572	68%
32 58100 Travel	199,000	6,000	205,000	(3,000)	202,000		160,714	41,286	80%
33 Total Other Funds	41,991,604	298,420	42,290,024	1,619,170	43,909,194	10,302,351	19,466,652	14,140,191	68%
34									
35 Grand Total	43,548,758	298,420	43,847,178	1,619,170	45,466,348	10,691,194	20,238,922	14,536,232	68%